

MEMORANDUM

TO: Betsy Moukawsher, Town Clerk

FROM: Matthew J. Davis, Manager of Planning Services

DATE: October 24, 2012

SUBJECT: Cancellation of POCD Steering Committee Meetings for November 15, 2012 and December 20, 2012

The POCD Steering Committee has canceled its regular meetings scheduled for Thursday, November 15, 2012 and December 20, 2012. A special meeting will be held on December 6, 2012 for which notice will be provided according to FOIA requirements.

MJD:kd

cc: Steering Committee
Mike Zuba (Milone & Macbroom)
Michael Murphy
Mark Oefinger